

**MINUTES OF BOARD OF HEALTH MEETING**  
**October 6, 2010**

Meeting was called to order by Chair Kraft at 6:00 p.m.

Board of Health Members Present: Chair Kraft, Supervisor Bostwick, Supervisor Peer, Dr. Peterson, Dr. Best, Dr. Winter, Ms. Wade, and Mr. Rooney.

Board of Health Members Absent: Supervisor Thompson.

Staff Members Present: Karen Cain – Health Officer; Janet Zoellner – Nursing Director; Tim Banwell – Environmental Health Director; Deborah Erickson, - Nursing Supervisor North Office, Peter Zakarias – Certified Sanitarian I/EH Technician, and Geri Waugh – Account Clerk.

Others Present: Frank Probst.

**Adopt Agenda**

Chair Kraft stated that since Mr. Probst is present at the meeting concerning his request for a holding tank permit, item 6.C.1 will be moved up on the agenda to be done after item 5, Unfinished Business. Supervisor Bostwick made a motion to approve the agenda as amended. Dr. Winter seconded the motion. MOTION APPROVED.

**Approval of Minutes 9/1/10**

Supervisor Peer made a motion to approve the minutes of the 9/1/10 Board of Health meeting. Mr. Rooney seconded the motion. MOTION APPROVED.

**Citizen Participation**

Chair Kraft welcomed Mr. Probst to the Board of Health meeting.

**Unfinished Business**

None at this time.

**Environmental Health**

**Request for Holding Tank Permit for Frank Probst**

Mr. Probst is proposing an outbuilding for farm equipment repair on a 40 acre tract of land (Section 15, Town of La Prairie) across from his home at 5317 E. Avalon Road, Janesville. Because of the distance from his house to the proposed building site (600 feet), Mr. Probst is planning on installing a bathroom in the building, and is requesting a variance for installation of a holding tank for the following reasons:

- The site has no suitable soils for a conventional septic system due to shallow bedrock.
- There will be minimal wastewater generated.
- This system will be used as a convenience for Mr. Probst.
- This system will be used 2-3 days/week.

The recommendation from the health department staff is to approve the variance to install a holding tank. The conditions for the variance will be as follows:

1. Only domestic wastewater is allowed to enter the holding tank.
2. The Rock County Health Department may request that the use of the holding tank be discontinued if the future uses of the holding tank are not compatible with this variance.
3. That the owner records a holding tank agreement with the County Register of Deeds office, clearly indicating ownership and use, and files a copy of an approved servicing contract with the health department before the permit is issued and maintains an active service contract.
4. If public sewer becomes available, the entire building will connect to public sewer.
5. That the owner receives State approval for the proposed holding tank, and obtains a County Sanitary Permit before installation begins.

Supervisor Peer asked how often the holding tank would be pumped. Mr. Banwell stated a pumping report for the holding tank must be submitted to the health department every six months.

Supervisor Bostwick made a motion to approve the variance for the holding tank for Mr. Probst's property. Dr. Peterson seconded the motion. MOTION APPROVED.

### **New Business**

#### **Administrative Division**

#### **Approval of Bills/Transfer of Funds**

Ms. Wade made a motion to approve the bills for the month of September, 2010 in the amount of \$3,827.88; bills for the Well Sampling Grant in the amount of \$3,980.22; bills for the Child Death Review Grant in the amount of \$77.99; and bills for the Healthy Homes Grant in the amount of \$1,239.38. Dr. Winter seconded the motion. MOTION APPROVED.

Supervisor Peer made a motion to approve the transfer of funds in the amount of \$600 each from #63100 Office Supplies and #64000 Medical Supplies to #63200 Dues/Subscriptions/Books for a total of \$1,200. Ms. Wade seconded the motion. MOTION APPROVED.

#### **Health Department Report**

Air Quality Testing: Ms. Cain stated some of the employees at the health department's Janesville office have been having concerns about the air quality of the building. Adam Elmer, one of the sanitarians, was able to borrow some air quality testing equipment from the State, and did some testing. The clinic area and laboratory have elevated levels of carbon monoxide, but the staff offices part of the building are OK. Ms. Cain stated she contacted the maintenance supervisor about this, and he turned off the heat for the building until the contractor could check it first thing on 10/7/10.

2011 Budget: The recommended 2011 Health Department budget will be released on 10/14/10. The department will need to find an extra \$20,000 in grants for 2011, for which 2 grants have already been applied for that will hopefully total at least half of the \$20,000 needed. The department's health educator will be attending a grant-writing workshop next week that should help the department receive more grants in the future.

Posting Restaurant Scores: Ms. Cain asked the Board members if the health department should proceed with this matter. After some discussion, the Board members agreed that yes, the health department should go forward with being able to post restaurant scores on the Rock County Health Department website. The Board members asked to be kept informed of the progress of this.

0.6 FTE Health Aide: Ms. Cain stated that this health aide had had a premature baby that is still in neonatal intensive care. Because the baby cannot go to a day care once he is released from the hospital, the health aide has resigned. The department won't fill the vacancy until after January 1, 2011. A temporary clerical person has been hired through a staffing agency to help with immunization clinics for now.

Natures Ridge: The private wells in this subdivision have been sampled twice since the 9/1/10 Board of Health meeting. The sample for the new well that had been installed for one of the homes came back unsafe, so testing will continue. Well testing will now be done monthly, and Tim Banwell will keep the Board of Health posted on the testing.

Drug collection: The health department had a drug collection at the Beloit Senior Fair on 10/5/10, and collected 60 pounds of drugs. The department has already collected the same amount thus far in 2010 as we collected in all of 2009.

City of Janesville Grant Application: Ms. Cain stated that the City of Janesville is applying for a Brownfield Assessment Grant. This grant would involve having an assessment done for vacant properties, looking for contamination or health concerns that would need to be dealt with before the property could be reused. If the city is awarded the grant, they may need assistance from the health department.

Thank you: Ms. Cain thanked the Board of Health for their help and support, which is truly appreciated.

## **Public Health Nursing**

### **2011 Nursing Programming**

Ms. Zoellner completed a powerpoint presentation for the Board members concerning a Public Health Nursing 2011 and Beyond..

#### What Continues to Change

- Resources
- Expectations
- Workforce
- Communicable Illness
- Consequences of Success

#### Resources

- Less State aid for Maternal Child Care
- Less State aid for emergency planning
- More Medicaid billing for specific care
- More involvement of local business/health care providers
- More interest from other caregivers (day care, group home caregivers)

#### Expectations

- Less government except for the program that serves me
- More nimble and flexible service delivery
- More programming development
- Innovation for solutions
- Collaboration across agencies

## Workforce

- Collaborating within our divisions
- Learning how to use new types of public health workers
- Keeping up with training needs
- Encouraging new/inexperienced staff
- Negotiating change successfully

## Communicable Illness

- Diagnostic techniques/lab orders
- Knowledge base of vaccine preventable disease
- Collaboration in case managing for communicable disease prevention and control (TB in particular)
- Increasingly specific requests of State Division of Health

## Consequences of Success

- Heightened awareness and concern
- More home visitation programs
- Billed services expanding
- Businesses entering public health, such as flu vaccines and Safer Use Prevents Abuse

## 2011?

- Pilot 'systems' goal for the State Maternal-Child Health Grant
- Continue collaboration with immunization delivery
- Increase communication between health department and providers in all areas of service
- Work to increase ability to use new media to reach citizens

## **Communications and Announcements**

None at this time.

## **Adjournment**

Ms. Wade made a motion to adjourn the meeting. Dr. Best seconded the motion. MOTION APPROVED.  
Meeting adjourned at 7:13 p.m.

Respectfully submitted,

Geri Waugh, Recorder

Not Official Until Approved by the Board of Health